Assessment Template (Technical Instructions)

- The new template attached/posted must be used, and the only change allowed is adding or removing the rows that detail the company/policy with the premium reported.

- Negative premium – please use minus (-) and not brackets.

- If reporting a premium – all columns are required…., empty amount should be '0'

- Zero reporting – submit by removing the premium rows, but keep all other fields, including 0 in the total. If there is credit, you may include as well.